

TRANSFORMING YOUNG LIVES AND CREATING SAFER COMMUNITIES

Suspend? Reinstate? Apply?

Oh Mull

Overview of the Suspension & Reinstatement (JMT) of Medicaid and Introduction to the Community Partner Program

### JUVENILE JUSTICE YOUTH & MEDICAID

- Youth no longer residing in the home with their family are ineligible to remain on the family's Medicaid case
- Youth residing in secure settings are not eligible for Medicaid
- Youth residing in non-secure settings are potentially eligible for Medicaid as an Independent Youth
- Overview
  - Suspension of Medicaid
  - Juvenile Medicaid Tracker
  - Community Partner Program

### SUSPENSION AND REINSTATEMENT OF MEDICAID

The following statutes address the suspension and automatic reinstatement of Medicaid eligibility for youth placed in and released from juvenile facilities:

Sections 62.106 and 62.107 of the Health and Safety Code

Sections 32.0264 and 32.0265 of the Human Resources Code

#### **Suspension:**

- HHSC established a means by which TJJD & JPDs can determine whether a youth placed in a facility is active on Medicaid or CHIP
- If a youth is placed in a facility for 30 days, TJJD & JPDs may notify HHSC of their placement
- Upon notification, HHSC will suspend youth's eligibility for Medicaid or CHIP while in placement

#### **Reinstatement:**

- TJJD & JPDs shall notify HHSC no later than 48 hours of the release of a youth whose benefits had been suspended
- Within 48 hours of notification of release of the youth, HHSC shall reinstate their eligibility
- Reinstatement is facilitated via the IMT

# Medicaid

# **Suspension and Reinstatement Process**



Suspension Process via HHSC's TIERS Portal

- Identify youth to be reported
- Determine their Medicaid status
- If active, report for suspension

Step 2

HHSC will suspend youth's Medicaid coverage effective date of report Step 3

Reinstatement Process via TJJD's JMT

- Identify youth to be reported
- Submit JMT Referral within 30 days of anticipated release
- Update referral to report actual release date within 48hrs of release

Step 4

HHSC will reinstate youth's Medicaid coverage within 48hrs of notification

### **GETTING STARTED - LOGIN ACCESS**

Texas Integrated Eligibility and Redesign System (TIERS) Database

### Required for Authorization:

- HHSC Acceptable Use Agreement (AUA) informs you of your responsibilities regarding access to and use of HHSC confidential information and resources. This agreement applies to anyone accessing HHSC confidential information therefore each individual who is granted access to TIERS must read and execute this agreement.
- HHSC Request for Applications and System Access (Form 4743A) is submitted to request TIERS access for TJJD and/or Juvenile Probation Department (JPD) staff who will be reporting the placement of children

### HHSC BENEFITS PORTAL

https://www.txtiers.net/portal/wps/myportal



Please login to access your work for the day. If you are experiencing difficulties, or there is an error, please follow your normal problem reporting procedures.

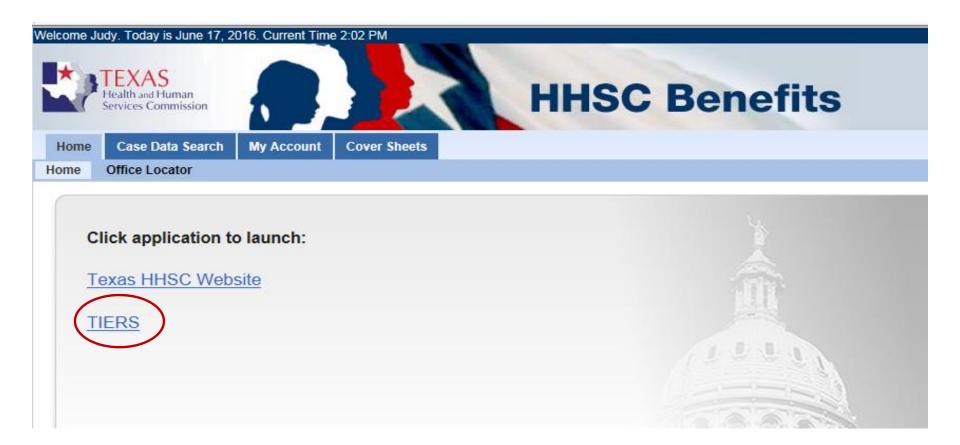
User Name:

Password:

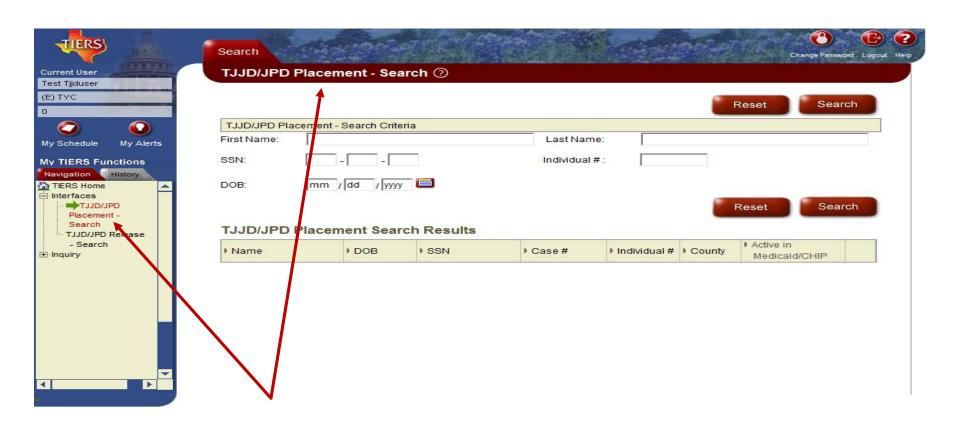
Login

Torgot my password.

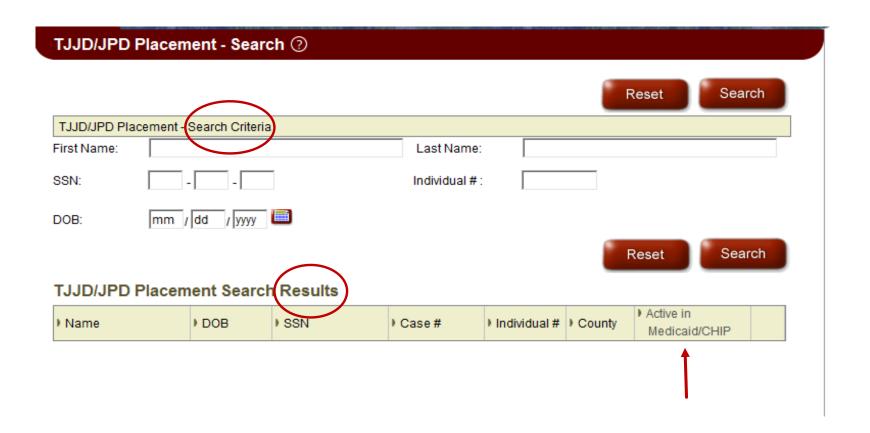
### HHSC BENEFITS PORTAL - WELCOME PAGE



### TIERS - TJJD/JPD INTERFACE PAGE



### TIERS INTERFACE - SEARCH/RESULTS PAGE



### SEARCH PAGE - SEARCH CRITERIA

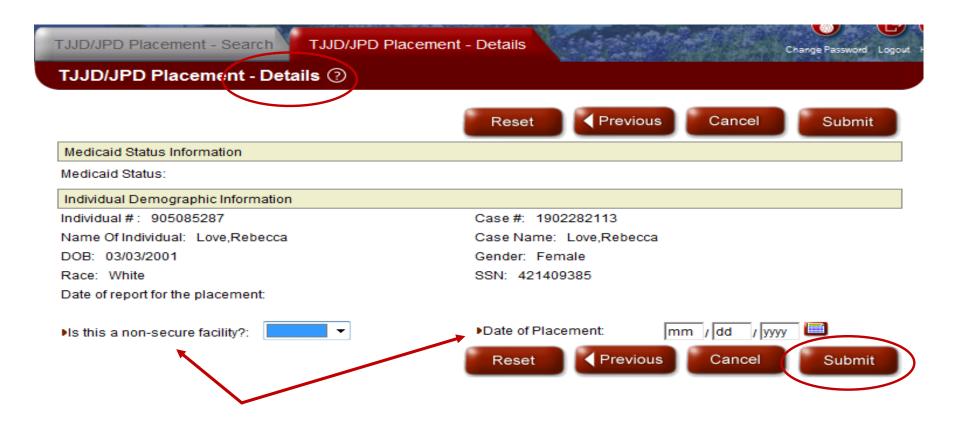
3 options for searching in TIERS:

- First/Last Name and DOB
- SSN and DOB
- Individual # (aka Medicaid #)

### EDIT ICON – REPORTING FOR SUSPENSION

TJJD/JPD Placement - Search ②								
						· F	Reset	Search
TJJD/JPD Plac	ement -	Search Criteria	3					
First Name:	Willian	n		Last Name:	Dowdy			
SSN:				Individual #				
DOB:	12	01 / 2000						
							Reset	Search
TJJD/JPD F	Placem	nent Searc	h Results					
Name		▶ DOB	▶ SSN	Case#	Individual #	County	Active in Medicaid/CH	IP
Dowdy,William		12/01/2000	450-74-8984	1902282100	905085257		Y	(Ø)
Dowdy,William 15M		12/01/2000	408-80-7346	1902282163	905085392		Y	
Dowdy,William 15M	<u>m</u> =	12/01/2000	448-56-1866	1902288090	905088631		Y	<b>②</b>
Dowdy,William 15M	<u>m</u>	12/01/2000	418-55-2723	1902288091	905088633		Y	<b>②</b>
Dowdy,William 15M	<u>m</u> :	12/01/2000	386-27-1290	1902288161	905088825		Y	<b>②</b>
Dowdy,William 15M	<u>m</u> :	12/01/2000	312-77-2734	1902288164	905088833		Y	<b>②</b>
Dowdy.William 15M	m -	12/01/2000	430-16-2618	1902288168	905088843		~	<b>②</b>
							·	

### REPORTING PAGE - INDIVIDUAL DETAILS



# Medicaid

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- Identify youth to be reported
- Submit JMT Referral within 30 days of anticipated release
- Update referral to report actual release date within 48hrs of release

Step 4

HHSC will reinstate youth's Medicaid coverage within 48hrs of notification

# VERY IMPORTANT!!!

Very important that you submit JMT Referrals to reinstate youth that you reported for suspension!

# Juvenile Medicaid Tracker (JMT)

If You're Not Using It, You Should Be.....

It's The Law!



## What is JMT?

- The Juvenile Medicaid Tracker (JMT) is the web-based application that
  was developed to meet the requirements of Sec. 531.02418 of the
  Government Code, which addresses the need for providing Medicaid or
  Children's Health Insurance Program (CHIP) coverage in a timely manner
  for youth transitioning back into their homes from out-of-home
  placements.
- The Health and Human Services Commission (HHSC) is to assess each youth for eligibility for Medicaid or CHIP before being released from placement in a manner that will prevent gaps in coverage
- JMT facilitates the exchange of information between HHSC and the juvenile justice agencies.

\*\*\*Mandatory reporting for TJJD and JPDs\*\*\*
Rolled out April 2010

### Juvenile Medicaid Tracker (JMT) Process

JPD staff identify youth that have been

- in detention for 30 or more days
- in placement > 30 days

and anticipate to be released to the community within the next 30 days



JPD staff screen youth that potentially meet Medicaid criteria, then

- create
- complete
- submit

a JMT Referral to HHSC for each youth



Within 48 hrs most youth should be able to access Medicaid benefits in the community

(JMT Referral is considered complete when youth added to an existing case, certified with a new case, etc.)



Within 48 hrs after youth's release, JPD staff update JMT Referral to reflect actual release date

(HHSC will notify you of final action taken on youth's referral)



HHSC staff perform inquiry to determine youth's potential Medicaid eligibility upon release to the community

(HHSC will notify JPD of inquiry result - ex. case found, application mailed to family, etc.)

For questions regarding the JMT process please contact Judy McReynolds @ 512-490-7983

### HOW TO ACCESS JMT

#### http://www.tjjd.texas.gov/publications/default.aspx

TJJD-AEU-130

Juvenile Medicaid Tracker (JMT) User Authorization Request, Juvenile Probation Departments (.docx)

#### **Probation & Community Services**

- CaseWorker
- Interstate Compact for Juveniles (ICJ)
- JCMS
- Juvenile Justice Alternative Education
- Juvenile Probation Directory
- Legislation
- Parole Services
- Placement Services & Title IV-E Program
- Prevention & Intervention Services
- Probation Apps Portal
- Special Needs Diversionary Program (SNDP)
- TJJD Funded Prevention Programs



#### TERMS

- This computer system is the property of the State of Texas. It is for authorized use only. By using this system, the user agrees NOT to:
- Forge or manipulate identifiers in order to disguise the origin of any Application Data transmitted to or through Program Registry application.
- Upload, post, email, use, disclose, republish or otherwise transmit any Application Data that is outside of the authorized user's right to transmit under any law or fiduciary duty (such as confidential information learned or disclosed as part of the employment relationship.)
- Disobey any requirements, procedures, policies or regulations of TJJD in relation to the Program Registry application.
- Collect or store personal information about certification applicants for unauthorized purposes.



#### TERMS

- Privacy policy
- Terms of agreement
- Comments/Suggestions
- System Requirements

By continuing to use this system you indicate your awareness of and consent to these terms and conditions of use and the policies contained within this website.

LOG OFF IMMEDIATELY if you do not agree to the conditions stated in this warning.

\* Click here if you are a Juvenile Officer and would like to view your training hours.



#### What is JMT?

The Juvenile Medicaid Tracker (JMT) has been developed to meet the requirements of HB 1630 and facilitate the exchange of information between Health and Human Services Commission (HHSC) and juvenile justice agencies as described in the <u>Plan of Operation</u>.

#### What is HB1630?

House Bill 1630, enacted during the 81st Texas Legislative Session, addresses the need for providing Medicaid or Children's Health Insurance Program (CHIP) coverage in a timely manner for youth transitioning back into their homes from out-of-home placements. This legislation directs the HHSC to ensure that each youth is assessed for eligibility for Medicaid and/or CHIP before being released from placement in a manner that will prevent gaps in coverage. It also holds local juvenile probation departments subject to the requirements of the MOU executed between TJID and HHSC.

#### Eligibility Criteria for Medicaid Referrals:

Medicaid referrals should be submitted for youth that will be released to a household in the community and potentially eligible for Texas Medicaid or the Children's Health Insurance Program (CHIP). Please refer to Plan of Operation for more details.



Juvenile Medicaid Tracker Frequently Asked Questions

Information Specific for TJJD Staff

Information Specific for JPD Staff

JMT is accessible by staff at:

- all the juvenile probation departments
- TJJD facilities, half-way houses and central office
- Health and Human Services Commission's (HHSC) Central Benefits Services (CBS) in Austin, who process the referrals

TJJD staff located at Central Office in Austin provide technical assistance on the use of JMT.

#### TJJD

#### TJJD Website

#### Address

Texas Juvenile Justice Department, 11209 Metric Boulevard, Austin Texas 78758 (512) 490-7983

#### Request access to JMT

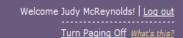
#### Contact TJJD

#### Resources

#### **Community Based Organizations**

Click on the above link to get help to assist the family in completing the application.

#### Medicaid Screening WorkSheet







Medicaid referrals



Reports >



#### Creates a new referral for new/existing youth

You will be prompted to search for youth by TJJD/JPD number and use an existing youth record if it already exists.



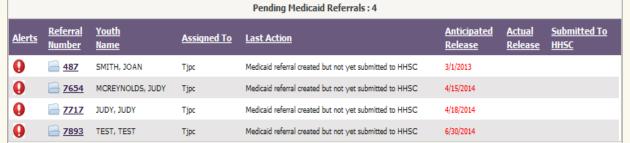


#### Search for information on an existing referral

Enter the text and click the green button next to the search text box.

Search by Last Name or Referral Number







_				
4	Printa	ble	version	

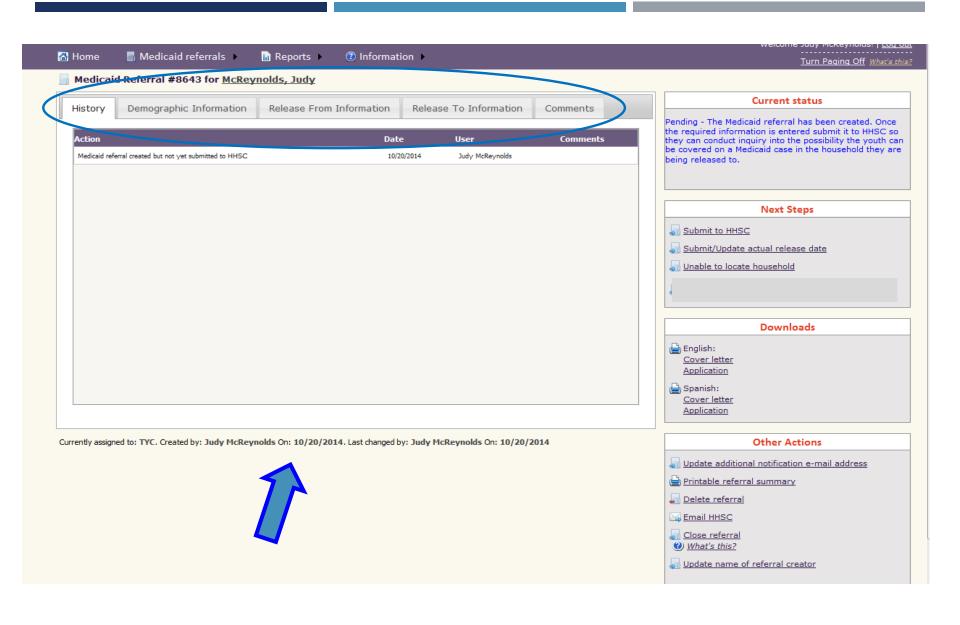
4 Referrals pending					
Priority 1 referrals 4					

Filter by		
Date Range: (Date Submitted to HHSC)  09/17/2013 - 09/17/2014  Do not use Date Range	]	
Status:		
Pending		▼
Last action:		
All		<b>T</b>
Assigned to:		
All		<b>T</b>
	Submit	Reset

### JMT REFERRAL INFORMATION - TABS

# Information required by HHSC to determine youth's Medicaid status in the community

- History
- Demographic
- Release <u>from</u> information
- Release to information
- Comments

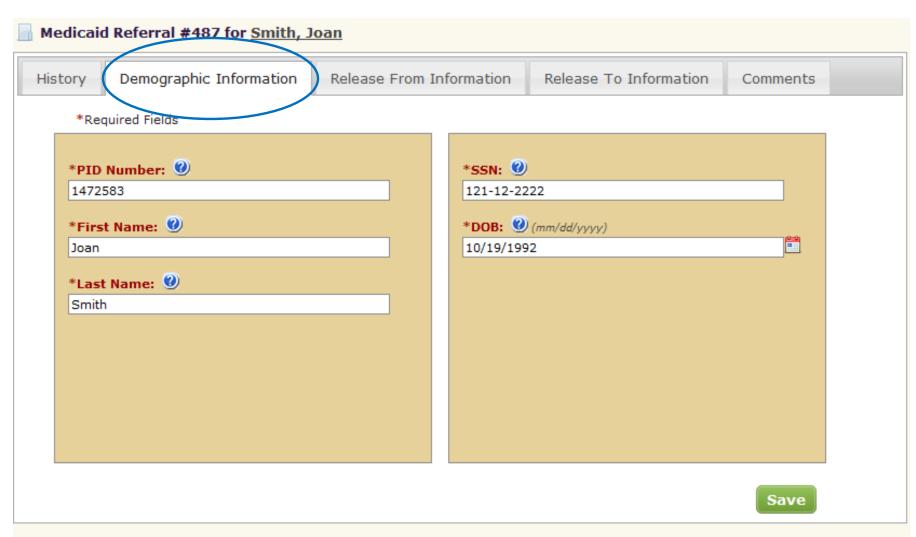


#### Medicaid Referral #8560 for

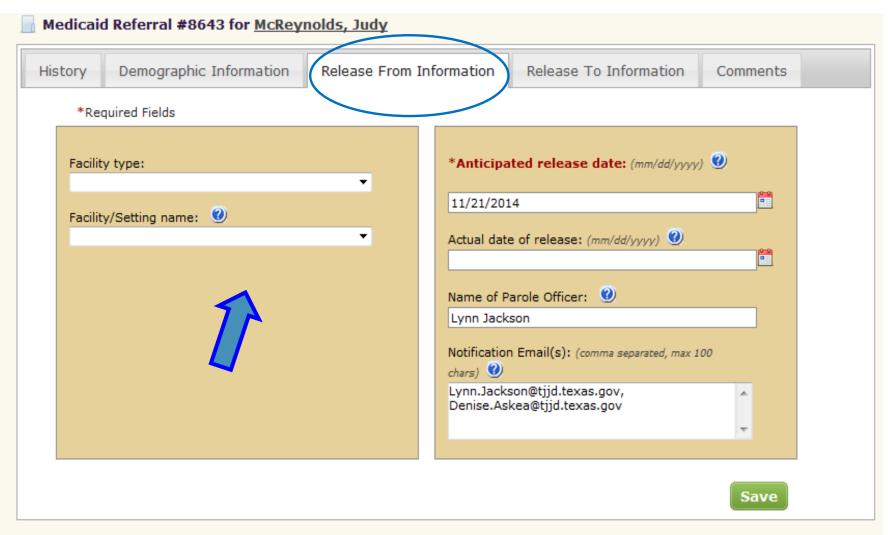
History Demographic Information Release From Information Release To Information Comments

Action	Date	User	Comments
Youth added to an active Medicaid case	10/14/2014	Carmen Guzman	
Youth's actual release date has been updated	10/13/2014	Richard Anderson Jr	
HHSC returned referral to TJJD	10/13/2014	Carmen Guzman	Return for completion - Anticipated release date h More
HHSC inquiry complete – Household has an active Medicaid case	10/02/2014	Carmen Guzman	
Medicaid referral submitted to HHSC	10/01/2014	Richard Anderson Jr	
Medicaid referral created but not yet submitted to HHSC	10/01/2014	Richard Anderson Jr	

Currently assigned to: TYC. Created by: Richard Anderson Jr On: 10/1/2014. Last changed by: Carmen Guzman On: 10/14/2014



Currently assigned to: Tjpc. Created by: Judy McReynolds On: 9/17/2010. Last changed by: Frank Mata On: 4/18/2013



Currently assigned to: TYC. Created by: Judy McReynolds On: 10/20/2014. Last changed by: Judy McReynolds On: 10/20/2014

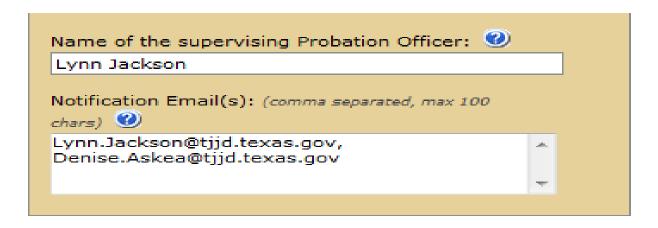
### RELEASE DATES

- Anticipated release date
- Actual date of release

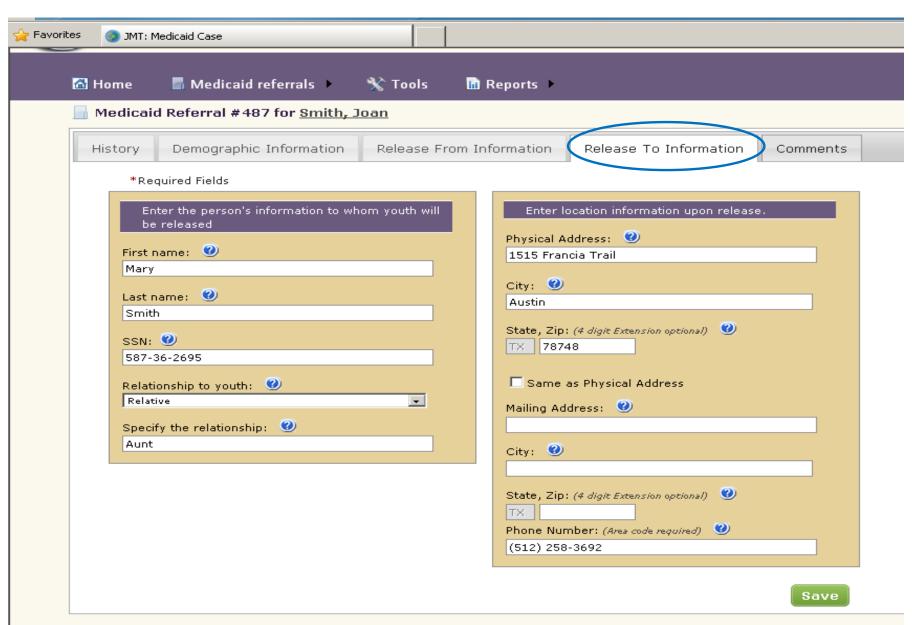


### **NOTIFICATION E-MAILS**

- User (creator/data entry)
- Supervising Probation/Parole Officer
- Additional notification emails







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## JMT TIMELINE

30 days prior to youth's anticipated release date through 14th day after youth's actual release

after 14th day

youth's actual release date

**JMT Process** 

No longer JMT

### **EXPEDITING APPLICATIONS**

#### Mail

- HHSC mails application to family
- Family completes application
- Family returns application in self-addressed return envelope

#### Fax

- JPD staff download/print application from yourtexasbenefits.com
- Family complete application
- JPD faxes completed application to HHSC

#### Community Partner Program

Family submits application electronically facilitated by JPD

### COMMUNITY PARTNER PROGRAM (CPP)

The Texas Juvenile Justice Department is a Community Partner. This allows TJJD & JPD staff the ability to submit applications electronically not only for families as part of the Juvenile Medicaid Tracker process, but for any family we work with, via computer kiosk, laptop or tablet.

- TJJD sites Designated staff at each HWH, Parole District Office and Institution are considered Navigators
- JPD sites Site Managers and Navigators

### TJJD CPID #S

### #11360 (HWH) - Medicaid Only

- For use when submitting Medicaid applications for independent youth while residing at a HWH
- HWH Supt is youth's designated Authorized Representative
- Applications processed by CBS staff

### #11359 (JMT) - Medicaid Only

- For use when submitting Medicaid applications as part of the JMT process for youth transitioning back to the community
- Application must be submitted <u>within 14 days of youth's release</u>
- Applications processed by CBS staff

### #11340 (OTHER) – All Programs

Applications processed via general application pool

# Juvenile Justice Medicaid Application Addendum HHSC - Centralized Benefits Services (CBS)

### **Complete Section I or Section II**

#### Section II. Juvenile Medicaid Tracker

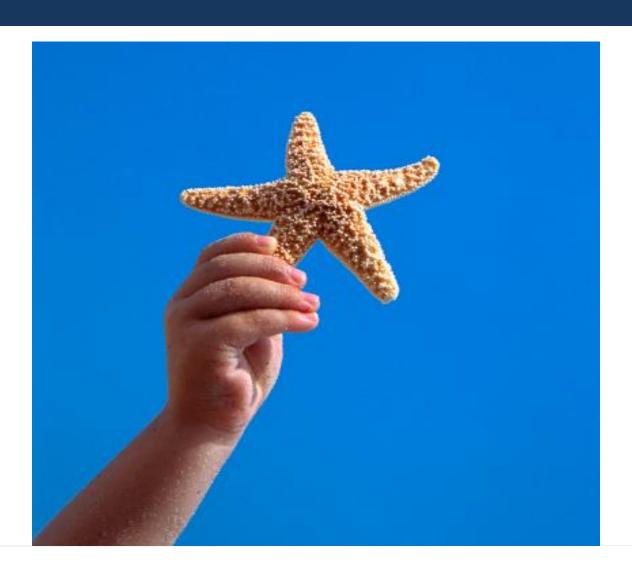
Complete this section only when submitting Medicaid applications as part of the JMT process, when youth are returning to the community.

Juvenile Medicaid Tracker (JMT) Information				
JMT Youth Name				
JMT Referral Number				

This form <u>must be</u> uploaded with each application being submitted to HHSC as part of the JMT process.

	TIERS (Suspension)	JMT (Assess/Reinstate)	CPP (yourtexasbenefits.com)	
What is it used for?	Identifying Medicaid status of youth in out of home placement for purposes of reporting suspension of Medicaid	<ul> <li>HHSC staff assess youth returning to the community for Medicaid eligibility</li> <li>Facilitates reinstatement of Medicaid for suspended youth</li> </ul>	<ul> <li>Expedited electronic application process for JMT youth</li> <li>Resource for all juvenile justice families to apply for benefits from JPD offices</li> </ul>	
Is participation required?	NO	YES	NO	
How can I get access?	<ul> <li>Contact TJJD to request access</li> <li>Submit page 7 of AUA to TJJD</li> <li>TJJD staff complete 4743A</li> <li>TJJD staff submit AUA &amp; 4743A to HHSC</li> <li>HHSC staff will send user logon information</li> </ul>	<ul> <li>Download JMT UA Form for JPDs from TJJD website</li> <li>Submit completed UA Form to TJJD</li> <li>TJJD staff will send user logon information</li> <li>JPD will need a designated JMT Coordinator</li> </ul>	<ul> <li>Contact TJJD to be included as a site</li> <li>JPD will need a designated Site Manager</li> <li>Site Manager can add Navigators</li> <li>JPDs are included under TJJDs MOU with HHSC</li> </ul>	
Who do I contact for process/TA questions?	DULT	DUIT	СРР	
Who do I contact for program problems or	HHSC TIERS Helpdesk/TJJD	DILL	СРР	

# MAKING A DIFFERENCE DOING THE RIGHT THING





### Send questions to

Title IV-E & Medicaid Programs Division e-mail box:

specialprogramsinfo@tjjd.texas.gov

or contact

Judy McReynolds – (512) 490-7983

Judy.McReynolds@tjjd.texas.gov